WAMH Records

"Proposed Changes to Constitution" 1982-1990

Box 2 Folder 23

Statements of Purpose

WAMH STEREO FM

AMHERST COLLEGE AMHERST, MASS. 01002 413·542·2224

November 1, 1982

The position of Program Director entails the following responsibilities:

1. At the start of each smester, the program director is responsible for organizing the schedule of broadcasting for that given smester.
2. During the course of the semester, the Program Director must see to it that each disc jockey upholds his/her responsibilities as a disc jockey; that is showing up each week to do his/her shows, and making sure that the station is kept in respectable shape.
3. Any contests, giveaways, or promotions are the responsibility of the Program Director.

With regard to finances, there really is no allotment to the department of the Program Director.. The only costs incurred are 'office-type' expenses, which come under the heading of office supplies in the WAMH budget. The job of Program Director is more of an administrative one, one which uses up more time of the position holder's than funds of the radio station.

Lawrence Engel
Program Director
1982

1033

Production at WAMH

The production branch of WAMH radio serves an integral role in the operation of the station. It is responsible for the production of CARTs, taped messages that are aired regularly during the course of the programming day. These taped messages serve two functions, public service messages and publicity for the station. Approximately half of the public service messages used by WAMH are on CARTs. By pre-recording these messages, we can add a touch of professionalism to the radio, for the taped PSA's are generally of a higher quality than those read by disc jockeys. CARTs also serve a role in promoting the station, for DJ's are encouraged to make "cross plugs" for their shows. These cross plugs, which describe individual shows, are also aired regularly to inform listeners about regular programming or special events.

As production director, my job is to train individuals in the use of the production studio, supervise the making of PSAs as well as doing production myself. Production offers insight into a branch of radio that the DJ's do not encounter during the course of the radio show. They are taught how to use the patch-board in C-studio, how to splice tapes, mix sound effects and create special effects, all with the end goal of making quality taped announcements. Because the opportunity to learn production was not being used to full advantage by all DJ's, the E-Board voted at the beginning of the 1982-83 school year to require all WAMH personell to gain a basic knowledge of production. Towards this end, we have speant much time training DJ's, both old and new. Production also offers a good opportunity for those people unable to get regular shows, for it teaches good microphone technique and a basic knowledge of the mechanics of the station.

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The Business Manager of WAMH deserves a new title, because its present title is misleading. In actuality, the Business Manager is merely a bookkeeper. Although this title is probably self-explanatory, it may still be of some value to define the position.

The bookkeeper of WAMH writes checks, balances the check book, and maintains legible, accurate records of each department's expenses. At the end of each month, the bookkeeper meets with the SAC auditor and presents him with WAMH's accounting log. The bookkeeper is responsible for answering any questions concerning the station's expenses.

The bookkeeper is also responsible for constructing WAMH's allocation proposal and, along with the General Manager, presenting this to SAC.

As the so-called Business Manager is not associated with any particular department, the position is virtually cost-free. The only expenses connected with the position are nominal, such as stamps and envelops, which may amount to $25 or $30 each year.

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Tim Edwards ---Public Service Director
Statement of Departmental Purpose

Public Service is a big part of non-commercial radio, and being a non-commercial radio station is what WAMH is all about. Thanks to our PSA's, WAMH plays an important role in a community of listeners, some over thirty miles away, coordinating upcoming events, reaching out for hundreds of non-profit organizations, some local and some nationwide, and keeping the public informed of organizations which exist solely for the welfare of the general public.

As PSA Director, which I am also sometimes called, my responsabilities include such drudgery as endless mail-sorting through which I wade my way all too often, converting hundreds of letters and packages to public service announcements*which are then either read live or recorded on tape for convenient programming. I also do some work with production when some of the organizations to which we give air-time prefer recorded announcements.

This involves plenty of discretionary insight and sometimes investigative research into organizations or programs. This is because it is against our policy to advertise on WAMH. That includes announcing any moneymaking enterprises or saying or playing anything on the air for which WAMH or anyone affiliated accepts any money. Such actions contradict our function as a non-commercial, non-profit, student-run organization of Amherst College.

*but mostly I use discretion

Sports Department

The sports department of Wamh serves the Amherst community by providing the only live coverage of major men's and women's sporting events. In the fall, WAMH broadcasts all varsity football games, home and away, and the Amherst- Williams game is broadcast nationwide to an extensive alumni network. This year's budget represents an earnest attempt to minimize the cost of all broadcasts. It has been the practice in the past to schedule all away hockey, men's, and women's basketball games. This year I attempted to eliminate the most expensive broadcasts and present only the "most important" games- the result being perhaps the lowest request in years. Not included at all in the request is travel expenses for the broadcasters in an attempt to alleviate the burden on SAC funds. The sport's dept. ~~also~~ attempts to secure outside funding for it regular programming; we have secured donations from area businesses to fund our weekly sports quiz and have received funds from the alumni office for the Amherst- Williams broadcast. I have also all but eliminated the request for a spring broadcasting schedule of baseball and lacrosse and asked only for a nominal fee to fund post season ECAC coverage. WAMH is a public service station so advertising as a means of funding broadcasts is ruled out. Attempts at securing sponsors for broadcasts has in the past been unsuccessful. Should there be any specific questions about the sports dept. budget I will be more than happy to answer them.

Troy H. Engle

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Sports Director, WAMH

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Sports Director, WAMH

PART VI
RADIO RULES AND REGULATIONS

A. WAMH RULES AND REGULATIONS

Now here are a few important rules, all based on common sense:

1. Avoid obscenity on the air at all costs—it sounds horrible. *You may never speak obscenely.* You may legally play songs with obscene lyrics, as long as you do not advertise the fact.

2. If a fire alarm goes off during your show, try to play a long song, but in all instances evacuate the building! If there is some dead air, just get on and apologize. And don't miss this: smoke detectors have been installed in almost all rooms in the studio. If one of them goes off during your show, you owe the college $100. This generally means: *No smoking!*

3. DJ's may be removed for performing in an intoxicated state if it negatively affects air sound.

4. Under absolutely no circumstances do "friends" do any portion of your show. Such friends, while they may of course watch and chat while off the air, should have no hand in playing records, speaking, or touching any equipment. If you have friends interested in doing shows, they without exception should be sent through established Executive Board channels.

5. WAMH exists to serve the public interest, exclusively, and that public interest extends far beyond the borders of the Amherst College campus. 150 watts of effective radiated power and our fantastic transmitter location send your show about 35 miles in every direction. That means that your show should orient itself to those thousands upon thousands of people who don't live in your dorm/house. In short, no messages to friends back at the dorm, no announcements of parties and no dedications!

6. One of the most important rules here, buried to make sure you catch it, is your absolute obligation to do your show or to find a trained/approved substitute. If you can't find a sub after trying the entire substitute list, call the Program Director at least 24 hours before the show. Failure to do a show without notifying the Program Director, or the use of unapproved substitutes is punishable by immediate suspension.

7. *Under NO circumstances do any WAMH records leave the premises.* You are of course free to bring and play your own records, but removal of station records, even for "just a few minutes" is the equivalent of theft. Violators will be prosecuted to the fullest extent of the law and be brought before the Judiciary Board for college disciplinary action.

8. The back door to the station is kept locked and alarmed at all times.

9. Late night DJ's must keep volume at a lower level and the doors closed.

10. Do not create public service announcements on the spur of the moment or accept them over the phone. All PSA's come from the cart rack or the box of

index cards—nowhere else. Tell persistent callers to mail them in to the PSA Czar, P.O. Box 1815. Air legitimate-sounding lost dog or community interest announcements once, but no more. As always, never hesitate to call the PSA Czar or Program Director regarding questions or doubts. And never, never announce ticket prices on the air, even if they're written down somewhere. It's totally illegal.

11. Never, ever play bootlegged tapes on the air. It can get us into big trouble.

12. When technical things go wrong, call the Chief Engineer or General Manager immediately and without hesitation or fear of reprisal. WAMH is expensive and delicate, and only our engineer fully understands it. "Things go wrong" is defined to mean equipment foul-ups, strange meter readings, questionable lights, jammed or non-starting machines, and the like. Calling the Engineer is mandatory, because if things go wrong and he doesn't find out, you will be held responsible.

B. Basic FCC Law

Licenses: The FCC offers two kinds of commercial licenses, the RP (restricted Radiotelephone Permit) and the 1st-2nd-3rd Class series. Any of these will suffice for legal operation of WAMH. The RP is the easiest to obtain; WAMH administers the exam, and one must simply send in form 753 to the FCC in Gettysburg, Pennsylvania. If you have friends who would like to get on the air, send them to see the Chief Announcer. Licenses are issued to U.S. nationals and, in the case of the RP, are good for life (the others expire after five years). An operator's original license must be posted while s/he is on duty. If the operator works at two stations, a duplicate license must be obtained from the FCC. If a license is lost, the FCC must be notified immediately in writing, and if a replacement is desired, an application may be filed provided that "reasonable search" for the original has taken place.

Operator: An individual holding any commercial license may operate any standard FM station and any AM station that does not have a complicated directional antenna system. The operator with a 3rd class license or RP may do the following:

1. Turn the station on and off
2. Keep the power output between 90 and 105%
3. Make changes in modulation levels (i.e. turn up or down POT)

Other rules that must be followed are:

1. Whenever the transmitting system is observed to be beyond the legal limits or is inconsistent with the rules of the station authorization an attempt must be made to correct it. If this effort fails and there is no 2nd or 1st class license holder around, the station must be taken off the air immediately.
2. An operator may be on duty at the control point (Pratt Studio) instead of the transmitting facility (Mt. Lincoln) provided that:
    a. The transmitter is securely isolated from unauthorized persons.
    b. The emissions of the transmitter are constantly monitored by remote control metering devices.

c. The station can be immediately removed from the air from the control point if technical difficulties occur.

Operator Responsibilities: An operator is responsible for the proper operation of the transmitter (to the extent described above), the keeping of legal logs, and the observance of FCC laws. While on duty the operator assumes full responsibility for the station. No operator may damage or allow to be damaged any station property. An operator may not transmit false, deceptive, unidentified, or superfluous communications or signals. An operator may allow another individual to perform equipment adjustments that involve special skills, but that operator remains responsible for these adjustments. *(At WAMH you should not become handyman on the spot. Our equipment is complicated and sensitive; notify an E-board member, preferably the Chief Engineer. Do not fix things yourself).*

Suspension of License: The FCC has the power to suspend an operator's license and may do so if any of the above rules are violated. If an operator has obtained her/his license fraudulently or assisted someone in obtaining a fraudulent license, both licenses shall be revoked. If an operator is notified by the FCC that s/he has violated a rule or regulation, that operator must respond in writing within 10 days to the FCC office originating the complaint. The reply should include: the details of the incident, as well as a description of the steps that have been taken to prevent similar occurrences in the future. If the failure was of a technical nature, a description of the failure, and a list of steps taken (including manufacturer's names of products ordered) to remedy the situation should be sent.

Penalties: Any person who willfully and knowingly violates the Communications Act of 1934 (where some of these rules come from) shall, upon conviction, be punished (if there is no penalty specified in the Act) by a fine not less than $10,000, or by imprisonment for a term not to exceed one year, or both. If this is a second offense, the person may be given an additional year in the slammer. Any person who willfully and knowingly violates a rule, regulation or restriction made by the FCC shall, in addition to any other penalties provided by law, be punished, upon conviction, by a fine of not more than $500 for each day during which such an offense took place.

C. Some General FCC Rules & Regulations

- Rebroadcasting is the retransmission of any program received from another station. It may not be done without the expressed written consent of the source station.
- We are a non-commercial station. No advertising is allowed on the air. Advertising includes all of the following:
    1. Announcing where tickets may be purchased for an event.
    2. Announcing ticket prices.
    3. Adding on to a PSA or underwriter's announcement about an exhibit of some kind "I have seen the work and it's super—perhaps you'll want to buy some."
    4. Anything suggestive of us endorsing a product or business.

It does not matter whether or not we are getting compensated—all of the above things are considered ads.

- Another important thing: you may not send messages over broadcast radio. This means you can't:

1. Say that Bill just called up and he wants to tell everyone that he has some kittens to give away at cost. (A kitten giveaway by a non-profit organization might be o.k.—it should however be presented in that form and cleared with the PSA director first)

2. Say "Hey it's 2 a.m. and no one has showed up, so if any of you WAMH DJ's listening out there want to do a show, give me a call." So don't do it! How unprofessional can you get! If in such a situation, call the missing DJ and then, if necessary, the Program Director or another E-board member.One must also not attempt to create a situation in which the audience thinks that something is live when it is in fact on tape. Do not tell your audience that something is live if it isn't.

- Radio stations may not mention lotteries. A lottery by definition is a contest in which you have to purchase something to be eligible.
- If you ever broadcast a telephone conversation, you must notify all parties that you wish to do so before you put them on the air. The one exception to this rule is for talk shows where it is evident that anyone calling in wants to be on the air.
- The FCC has the right to visit the station during normal business hours. At this time they can request to see: program, operating, and maintenance logs; equipment performance measurements; a copy of the license of the operator on duty (you must keep your license at the station). For this reason, if we are to cointinue to operate, things must always be legal.

15 December 89

Ways to Make the E-Board More Accessible

1. Emphasize in General Staff meetings and in each issue of Airwaves that E-Board meetings are open to all members of the General Staff to attend and to participate in discussions. All input and advice from DJs, including proposals on policy changes and revision, is encouraged and appreciated.

2. Hold E-Board meetings in a space that is more conducive to large groups of people in order to provide space for General Staff members (e.g. the Lounge in Pratt).

3. Post in the station the minutes of each week's E-Board meetings and a list of any new or revised policies agreed upon by the E-Board.

4. Provide an appeals agenda during each E-Board meeting in which any General Staff member or E-Board member can reopen for discussion a policy agreed upon in the previous meeting. After one week on the appeals agenda a policy must be reversed or revised by making a new proposal.

5. List in each issue of Airwaves all policy changes and revisions initiated since the last publication of Airwaves.

6. Encourage each department's staff to deliberate amongst its members and to nominate a candidate to fill the corresponding E-Board position. Said nominee's endorsement by a department of informed General Staff members should be considered of primary importance in the election process. The nominee will, however, be required to compete along with other candidates in the E-Board elections.

    A. Departments with staffs shall consist of Music, MMP/SP, Training, Production, Promotion, News, Sports, Engineering and Public Service.

    B. The head of each department will abstain from discussion and nomination of an E-Board candidate.

    C. Only General Staff members who have been consistently involved with their department's activities shall be eligible to participate in the nomination process.

2. Hold E-Board meetings in a space that is more conducive to large groups of people in order to provide space for General Staff members to attend and participate in discussions. Airplay and Airwaves, including proposals and revisions, are encouraged and appreciated.

3. Post at the station the minutes of each week's E-Board meetings and a list of any new or revised policies agreed upon by the E-Board.

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Yo, E-Board Type!

1989

There will be a brief meeting on Thursday at 9:30 (pre-party) to discuss and vote on the 2 proposed constitutional amendments. Call Chip (x2928) if you're confused. (or if you need to cast this ballot absentee)

	Yes	No
Amendment 1: Order of Elections	☐	☐
Amendment 2: MMP / Specialty Shows Director	☐	☐

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PASSED (14-2(?))

PROPOSED AMENDMENT 2
Presented November 1989
Voted November 30, 1989

Revision of MMP Director to MMP/Specialty Programming Director

1. The basic guidelines for MMP programming outlined in Amendment 1 will not be altered by Amendment 2.

2. The duties of the MMP/SP Director will include all those previously outlined for the MMP Director in Amendment 1.

3. The MMP/SP Director will be responible for any additional programming which is not a sub-category of the station's standard progressive/alternative format (i.e. classical, metal, folk, classic rock, etc.).

4. The MMP/SP Director, in conjunction with the regular Programming Director, will determine each semester an appropriate amount of specialty programming which has not previously been defined as MMP programming.

5. The MMP/SP Director will also be in charge of maintaining the record collections for these genres. In addition to acting as MD for the MMP shows, he/she will do so for the specialty shows.

6. With the approval of the E-Board, the MMP/SP director may appoint one assistant for each genre. For example, he/she may appoint a Curator of the Blues to help keep the blues collection in order and to review albums. These assistants will be non-voting members of the E-Board who are encouraged but not required to attend the weekly meetings and cannot be counted in a quorum.

7. The MMP/SP director will be elected by a simple majority of the E-Board.

PASSED (VETOED (?))
13-0-1 1 abstention

PROPOSED AMENDMENT 3 (to be changed directly in the Constitution)

Proposed — November 12, 1989
To be discussed and voted on — November 30, 1989

Section 2.6 to read:

"The following is the order for elections to the Executive Board:

General Manager
Program Director
Music Directors (two)
Chief Announcer
Business Manager
Chief Engineer
Production Director
Publicity/Promotions Director
Minority Media Project Director
News Director
Sports Director
PSA Czar"

PART VII
WAMH CONSTITUTION

1.0 Statement of Purpose

1.1 WAMH is operated solely by members of the student bodies of Amherst College and the surrounding four colleges, and persons living in the Pioneer Valley area.

1.2 WAMH exists primarily to serve the Amherst College student body and the remainder of the five-college area

a) as a non-commercial radio station providing entertainment and information to its listeners;

b) as a forum for interested parties wishing to express points of view in an intelligent and informed manner; and

c) as a means of learning and instructing for both its operators and its listeners.

1.3 WAMH is ultimately responsible to the Amherst College student body, which funds and supports it, and to the Trustees of Amherst College, who hold its license.

2.0 The Composition of the Institution

2.1 WAMH shall be composed of two elements, its staff and its executive board.

2.2 Its staff shall be drawn from Amherst College and the surrounding colleges and towns. Although membership in WAMH shall be offered to anyone, only individuals who have a current FCC commercial license and have passed all parts of the WAMH license exam may operate the station's controls and sign its logs. Staff and, in rare cases, executive board members may be restricted from the usage of the station's other facilities, such restrictions to be defined by the executive board.

2.3 The executive board shall be composed of the following positions:

1) General Manager
2) Program Director
3) Music Directors (two)
4) Business Manager
5) Chief Announcer
6) Minority Media Project Director
7) Publicity/Promotions Director
8) News Director
9) Sports Director
10) Production Director
11) PSA Czar
12) Chief Engineer
13) Staff Representatives (two)

Only one person can fill each position (except where indicated). The E-board must make every effort to find qualified candidates to fill vacant positions. The General Manager may appoint a person to fill such positions in an acting, non-

voting capacity. All vacancies will be filled by the E-board using the standard election procedure.

2.4 Although all executive board meetings are open to all staff members, and the advice and counsel of staff members is to be encouraged and solicited, any and all decisions regarding the maintenance and governance of the station shall derive exclusively from the executive board.

2.5 Each member of the executive board shall have a term of office from January 1 to December 31.

2.6 The executive board officers of one year shall elect the executive board of the following year in the period after Thanksgiving break and before the end of classes. All presently serving officers are eligible to vote, but present members of the E-board are not allowed to vote in elections in which they are candidates. The candidate, for positions contested and uncontested, receiving a simple majority of the votes of the entire Executive Board less those disqualified from voting, shall be elected. All balloting shall be secret. The following is the order for elections to the Executive Board: General Manager, Program Director, Music Director, Publicity/Promotions Director, Chief Announcer, News Director, Sports Director, Production Director, Business Manager, Minority Media Director, and Chief Engineer. All unsuccessful candidates are eligible for as yet unfilled positions. In the event that there are more than two contestants for a position and none receives a majority of votes, then a run-off election shall be held between the two leading candidates. In case of a tie, the GM shall not vote in the ensuing run-off.

2.7 The votes of all officers are equal. With the exception of elections, in votes requiring a simple majority, the General Manager shall vote only in the case of a tie. He shall have single vote in issues requiring a two-thirds majority to pass. Votes are binding only when there is a quorum of those present; a quorum is defined as a majority of the total membership of the executive board. If an issue is brought up before three successive executive board meetings, and there is not a quorum at any of the meetings, then the executive board may vote without quorum.

2.8 The executive board shall meet at least once weekly during the school year; extra meetings shall be called and publicized by the General Manager.

3.0 The Offices

3.1 Any and all decisions regarding the general or long-term maintenance of WAMH shall be made by a simple majority vote of the executive board, with the exception of the removal of an executive board or staff member from the station. Decisions regarding the individual departments are normally to be made by the relevant department heads; however, any decision made by any member of the executive board is subject to challenge by any other member of the executive board and may be subsequently vetoed by that board.

3.2 The General Manager is responsible for the following functions:

a) He is the titular head of the station; as such, he represents the station to Amherst College and the World.

b) He is responsible for the calling and governance of executive board meetings; he shall also record the minutes of these meetings.

c) He is responsible for the recruitment of executive board members.

d) He is responsible for the filing and inventory of all contracts made by WAMH.

3.3 The Business Manager is responsible for the fiscal operations of WAMH. He shall represent the station to the Student Finance Committee, and he shall formulate a budget to be approved by the executive board.

3.4 The Program Director has the following responsibilities:

a) He shall be responsible for the formulation and the maintenance of the broadcast schedule.

b) Together with the Chief Announcer, he is the chief liaison with the licensed operators; as such, he is responsible for their recruitment and discipline. The two are also responsible for training new members in use of equipment, instruction for FCC license acquisition, and compliance with FCC logs. They are also responsible for establishing guidelines for permissible on-the-air conduct and may dismiss disc jockeys for reasons of incompetence or negligence; such dismissals are subject to challenge by the executive board.

3.5 Any and all disputes among the Program Director, the News Director, the Chief Announcer, and the Publicity/Promotions Director shall be settled by the executive board.

3.6 Staff representatives

a) Staff representatives shall be nominated and elected annually by the station staff. For the purposes of this election, the staff shall consist of the disc jockeys and substitutes, designated by the Program Director and the Chief Announcer and the members of the business, music, news, engineering, publicity/promotions, productions and sports staffs, designated by the directors of those departments, subject to the review of the majority of the Executive Board, but shall not include the members of the Executive Board. Election procedure shall be established, and results certified by the executive board. Each staff representative shall have one vote on the Executive Board.

b) Opening of the election for staff representatives will be announced at the first staff meeting of the second semester. The election will be held by secret ballot within one week of this initial announcement.

c) The staff representatives will take office on the sixteenth day of the spring semester. Their terms will expire on the sixteenth class day of the following spring semester.

d) It is the responsibility of the Staff Representatives to inform the staff of Executive Board discussion and policy decisions as they occur.

4.0 Removal from Office

4.1 Members are suspended or removed from office after a hearing by the executive board and the vote of at least two-thirds of the executive board.

5.0 Adoption of this Constitution

5.1 This constitution shall be adopted by a simple majority of those currently serving on the executive board.

6.0 Amendment and Abolition of this Constitution

6.1 This constitution shall be amended or abolished by the vote of at least two-thirds of the total executive board.

Amendment 1
Ratified November 1978

Establishment of the Minority Media Project

1. The Minority Media Project Director shall have duties and powers in the following three areas:
   (1) Programming for MMP DJ's;
   (2) Special Programming; and
   (3) acquisition, distribution, monitoring and ordering of all MMP music.
2. With regard to programming, the MMP Director shall consult with and advise the Program Director concerning all MMP programming. Final awarding of slots cannot occur unless the Program Director and the MMP Director have consulted concerning these matters. As a standard rule, MMP programs shall not be lumped together on any one day without the permission of the MMP Director; generally MMP programming shall be spread out over the weekend as well as the weekdays. The MMP Director shall officially act as a consultant to the Program Director; the Program Director has final say on all programming matters (except as noted above).
3. In the area of special programming, the MMP Director shall have control of 25 carts minimum for the necessary programming that he desires. The MMP Director has exclusive control of these tapes, and is obligated to prepare them in accord with FCC and technical specifications. The (special) Program Director shall not at any time, without the permission of the MMP Director, tamper with, remove, erase, or cause to be erased any tape under control of the MMP Director (unless that tape is technically or legally deficient). In this case the tape shall be returned to the MMP Director for correction and review.
4. Concerning MMP music, the MMP Director shall decide which MMP music is to be placed in the new music shelf and when such music is to be removed to the general stacks. All MMP music shall be reviewed by the MMP Director as it comes into the station. All MMP music shall be centralized in one location where it shall be catalogued separately (since Jazz is already separate it is not included in this alteration). Moreover, the MMP Director shall have the power via the MD to order music that is not provided to the station.
5. The MMP Director shall be elected by a simple majority of the E-Board of WAMH. The MMP Director must be a staff member and must possess a thorough knowledge of minority musical culture. Normally, this person will be one of the MMP DJ's at WAMH.

POSITIONS OF THE EXECUTIVE BOARD

General Manager (10-20 hrs per week): The GM is legally responsible for the day-to-day operation of the station. S/he oversees long-term projects, acts as WAMH's liaison to the outside world and serves as the Chairman of the Executive Board.

Program Director (approx 10 hrs per week): The PD is in charge of all programming issues, from determining DJs' slots and critiquing air technique to enforcing FCC regulations and maintaining the station's Public Access File.

Music Directors (at least 10 hrs per week): The two MDs are in charge of processing incoming records, sending playlists to record companies, and maintaining favorable relations with the record reps. They also update the record databases, procure replacement albums, and hold daily office hours.

Chief Announcer (approx 6-8 hrs per week): Trains new DJs, updates the DJ Manual, administers the licensing test and maintains FCC logs.

Business Manager (approx 4 hrs per week): Compiles and manages the station's budget, pays bills, and communicates regularly with the Student Finance Committee.

Chief Engineer (approx 5 hrs per week): Is in charge of maintaining and repairing station equipment, communicating with the part-time professional engineer, training DJs to use the Mobile Sound Unit, and scheduling MSU gigs.

Production Director (approx 4 hrs per week): Is responsible for training DJs in C-Studio, ordering new production equipment, and mixing X-Plugs and PSAs down to CART.

Publicity/Promotions Director (approx 5 hrs per week): Promotes WAMH throughout the Valley, publicizes artists/concerts through ticket/ album giveaways, participates in SFC Entertainment Subcommittee meetings, and investigates possibilities of bringing new music to campus.

Minority Media Project Director (approx 5 hrs per week): Deals with all issues regarding the nightly MMP slots, from programming and suspending DJs to processing incoming records and procuring replacement albums.

News Director (approx 5 hrs per week): Trains and manages a staff of news DJs, ensuring the broadcast of at least one in-depth newscast each weekday.

Sports Director (approx 3 hrs per week): Is responsible for training and managing a staff of sports DJs and scheduling radio broadcasts of the College's sporting events.

PSA Czar (approx 3 hrs per week): Is responsible for preparing public service announcements on index cards and CART.

December 3, 1989

Dear Chip,

As you know, Matt Morchower has requested that the Review and Recognition Committee hear his proposal for changing certain aspects of WAMH's constitution in order to (according to Matt) make the station more representative of all of its members. We have agreed to hear his ideas and would like to play the role of mediating board in this disagreement.

Even though your attendance is certainly not required, we would appreciate your opinion at our meeting this Tuesday. If you wish, you may appoint someone else to take your place or come with someone. David Lapides has already expressed an interest to me in coming to this meeting, and I agree that it would be good if he were to come.

I look forward to a non-confrontational meeting and I hope that we can work to reach a solution that is comfortable to all parties involved.

The meeting will be this Tuesday at 7:00 in the SGO office. It is located next door to the Campus Center theatre.

Sincerely,

Andy Rosenberg

Box 758

Chip Galaty

Box 571

December 1, 1989

In accordance with Section 2.6 of WAMH's Constitution, Executive Board elections for the 1990 school year will be held on the first Sunday of the month, December 3. A copy of the Constitution can be found in Part VII of the DJ Manual.

Current procedures provide that the fourteen members of the 1989 Executive Board (excluding the General Manager who only votes in the case of a tie) consider prepared statements from each of the nominees, ask the candidates questions regarding his/her qualifications, discuss the candidates' past contributions to the station and commitment to WAMH's future best interests, and cast secret ballots for each E-Board position. Securing a simple majority of the fourteen members' votes constitutes a victory, and newly elected Executive Board members officially assume their new responsibilities on January 1 of the new year. The entire electoral process currently takes between five and seven hours.

A proposed amendment to the Constitution was presented to the Executive Board on November 30 to open up elections to the entire staff of WAMH. The proposal suggests that, in future elections, the entire staff will assume the responsibility of electing qualified individuals for each position.

By a 12-1 vote, a formal vote on the proposal was tabled until December 10. This means that elections for the 1990 WAMH Executive Board will proceed as planned on December 3 and that the members of both the 1989 and 1990 Boards will jointly discuss the issue at hand the following Sunday. The Executive Board encourages input on the issue (both pro- and con-), welcomes alternative proposals for increasing staff involvement in the electoral procedure, and invites interested parties to attend the December 10 meeting to be held at 6:00 PM in WAMH's Lounge.

Chip Galaty
General Manager

Reasons to keep: ELECTORAL PROCEDURES

WAMH has discussed issue internally — X-0 vote
- explain 2/3 Constitution provision

] Explain the way elections work (mention other organizational policies)

Reasons:
Not designed as rep. body though has assumed that role
- yet staff has reps to turn to
- suggestion box
- invited to meetings - reg. scheduled time & place to introduce issues or challenge past E-Board decisions

Airwaves

Has worked for 40 yrs.
- Gerald, Sec. of Trustees, has voiced the Trustees' opinion that they are pleased with the direction that past Board's have taken and that it is the Trustees' concern that longevity & competency be passed between consecutive boards.
- WAMH has come long way (1/8 Student Body involvement, FCC legality, effective News/Sports/Training/etc.)

Alumni

- Current E-Board recognizes need to expand electoral body but doesn't see proposed Amendment as logical solution

- 200 people won't sit for 6-7 hours & consider candidates fairly
- 200 don't understand full scope of positions & responsibilities involved
- Can't become popularity contest or election based on ability to speak before large audiences

- News has nominated ND
- hope that Sports will nominate SD in future
- SRs should be encouraged to hold more gen. staff mtgs & continue Airwaves
- DJs, (and other students) should be reminded of their right and obligation to raise any concerns or issues to the E-Board through internal measures (i.e. at reg. scheduled mtgs) before exploring external avenues for change.

As far as $$$ issue, WAMH is strictly monitored by the SFC through the approval of a prepared budget each semester & subsequent allocations against the budget items.

Reasons to Use:

13 January 90

Procedure for Discussing Proposals

I. Written proposals will be gathered by the General Manager. Proposals must be typed and submitted with 15 copies.

2. The proposals will be ordered alphabetically by the authors' last names.

3. Each proposal will in turn be read aloud to the Board and observers. The author(s) will make a brief (3 min.) statement in support of the proposal.

4. Questions for the sake of clarification will be answered by the author(s).

5. Discussion will ensue. During the discussion period, any Board member or observer may suggest a friendly amendment. If the friendly amendment is accepted by the author(s), it will be so noted. Should the amendment not be accepted, a formal motion may be made to alter the proposal in accordance with the friendly amendment. If the motion is seconded and passed, the proposal will stand amended. If not, it will stand unamended.

6. When a motion to vote is made, seconded and passed, the E-Board will then vote on the proposal.

7. If the vote is in favor of the proposal it will remain on the docket; if not it will be dismissed from discussion.

8. When all proposals have been heard, those remaining on the docket will be voted on by the E-Board. A majority of the E-Board must approve the proposal to enact it as a constitutional amendment. Should no proposal gain the majority, the top two vote-getters will compete in a run-off.

13 January 00

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7. If the vote is in favor of the proposal it will remain on the docket, if not it will be dismissed from discussion.

8. When all proposals have been heard, those remaining on the docket will be voted on by the E-Board. A majority of the E-Board must approve the proposal to enact it as a constitutional amendment. Should no proposal gain the majority, the top two vote-getters will compete in a run-off.

Dear WAMH General Staff Member,

We're sure you've heard that the new Executive Board is searching for a way to make Board elections a more equitable process. Ideally this will give General Staff members a stronger voice in the administration of the station and increase the possiblities for student involvement with WAMH.

Copies of the WAMH constitution can be found at the back of the DJ manual. Three copies of the most recent edition of the manual are available at the reserve desk in Frost. We encourage you to read the constitution thoroughly and, if you have any suggestions for a better electoral procedure, write up a formal proposal and bring it to our meeting on February XX in the first floor lounge of Pratt Dorm.

On the back of this letter you'll find the procedure the E-Board will follow for debate and deliberation of formal proposals. As always, this E-Board meeting is open to any and all General Staff members. We appreciate your input and would love to have you there either as a participant in the process or as an observer.

We're committed to finding a solution to this problem, and we hope you are as well.

David Lapides,
General Manager

Robert Kwak,
Program Director

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David Lapides,
General Manager

Robert Kwak,
Program Director

21 January 90

Proposed Amendment 3

New E-Board Election Procedures

I. The Music Directors, Chief Announcer, MMP/SP Director, Publicity/Promotions Director, Production Director, News Director, Sports Director and Public Service Director shall be elected in the week prior to Thanksgiving break by members of the staff of each department. The election procedure shall be as follows:

1. Department Heads may not be present during the election. Each Department Head will appoint a foreman who does not intend to run for the Department Head position to conduct the proceedings in the absence of the current Department Head. The regular department staff members will then elect a successor from amongst themselves.

2. If no successor is elected the E-Board will accept letters of intent to run for said position during the week following Thanksgiving break from any General Staff members. The E-Board will then elect a successor the first weekend in December.

II. The following guidelines shall be used for the formation of staffs:

Proposed Amendment 3

New C-Board Election Procedures

1. All General Staff members will be encouraged but not required to join any and all staffs. General Staff members may join more than one staff.

2. At the beginning of each semester each department head will make clear to his/her staff what prerequisites the staff members must fulfill in order to remain voting members of the staff. For example, the Music Director(s) may require that all Music Staff members review and/or shelve 20 albums during the semester. Any staff members who do not meet these requirements will not be allowed to vote in the yearly department elections.

3. In order to qualify for the December deparment elections, department staff members must fulfill voting requirements for the previous Spring semester as well as appropiately adjusted requirements for the first three months of the current Fall semester. An alternative is for the staff member in question to fulfill one full semester's requirements during the current Fall semester but before the Thanksgiving vacation.

4. The General Manager and Staff Representatives will meet as a committee to approve and review department voting requirements periodically and upon request by members of the department.

5. A member of the current E-Board may not run for an E-Board position in the succeeding year unless:

A. He/she is a member of that department as well as his/her current one.

1. All General Staff members will be encouraged but not required to join any and all staffs. General Staff members may join more than one staff.

2. At the beginning of each semester each department head will make clear to his/her staff what prerequisites the staff members must fulfill in order to remain voting members of the staff. For example, the Music Director(s) may require that all Music Staff members review and/or analyze 20 albums during the semester. Any staff members who do not meet these requirements will not be allowed to vote in the yearly department elections.

3. In order to qualify for the December department elections, department staff members must fulfill voting requirements for the previous Spring semester as well as appropriately adjusted requirements for the first three months of the current Fall semester. An alternative is for the staff member in question to fulfill one full semester's requirements during the current Fall semester but before the Thanksgiving vacation.

4. The General Manager and Staff Representatives will meet as a committee to approve and review department voting requirements periodically and upon request by members of the department.

5. A member of the current E-Board may not run for an E-Board position in the succeeding year unless:

A. He/she is a member of that department as well as his/her current one.

B. He/she is seeking reelection to the same position.

C. He/she is seeking the positions of General Manager, Program Director, or Business Manager.

III. The General Manager, Program Director and Business Manager will be elected by a simple majority of the E-Board. Any and all General Staff members are encouraged to run for these positions.

Three staff Representatives will be elected by a majority of the General Staff.

IV. All E-Board members will take office on the 1st of January.

B. He/she is seeking reelection to the same position.

C. He/she is seeking the positions of General Manager, Program Director, or Business Manager.

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